



Human Resources

DATE POSTED: July 14, 2006

REQ. # 06-190

NOTICE OF JOB OPENING
ST. LUCIE COUNTY BOARD OF COUNTY COMMISSIONERS
EQUAL OPPORTUNITY EMPLOYER

2300 Virginia Avenue Fort Pierce, Fl. 34982 – 5652

Telephone (772) 462-1546 Jobline (772) 462-1967

<http://co.st-lucie.fl.us>

This position must be posted for at least five (5) working days from 07-14-06 TO 07-20-2006,
but will remain open until filled.

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| DEPARTMENT/DIVISION |
| ENVIRONMENTAL LANDS/OXBOW ECO-CENTER |
| POSITION AVAILABLE |
| TEMPORARY EDUCATION SPECIALIST |
| # OF OPENINGS |
| 1 |
| STARTING SALARY |
| \$13.38/HR. |
| COMMENTS |
| POSITION AVAILABLE STARTING JULY 10, 2006 DRIVING POSITION |
| VETERANS PREFERENCE |
| It is the policy of St. Lucie County to give preference to eligible veterans and spouses of veterans in appointment and retention in county employment positions in accordance with Chapter 295, Florida Statutes, and Chapter 22VP-1, Florida Administrative Code. Copies of Chapter 295 and Chapter 22VP-1 are available for review in the Human Resources Department. |

JOB CODE: 589 (Oxbow)
PAY GRADE: 15
SALARY: \$13.38 - \$20.59
TEMPORARY EDUCATION SPECIALIST

MAJOR FUNCTION: A creative position developing and implementing educational programs for students, youth groups, adults and families; training and supervising volunteer and part-time staff educators; and assisting in the daily operations of a nature center. This position reports directly to the Oxbow Eco-Center Superintendent.

KNOWLEDGE, ABILITIES, AND SKILLS NEEDED IN ORDER TO PERFORM THE ESSENTIAL JOB FUNCTIONS: Knowledge of ecological concepts, fauna and flora of region and/or state, and environmental and sustainability issues; with the ability to focus broadly on environmental issues and specifically on the ecology of the Oxbow preserve. Knowledge of nature center operations, promotion and public speaking.

Abilities and skills: Ability to develop and present education programs to students K-12, teachers, college students, families, and adults. Must be able to develop instructional guides, self-guided tours, and teacher's guides in publication and electronic formats. Must be creative, energetic with strong interpersonal skills. Computer and Internet skills are required. Excellent oral and written communications skills. Ability to manage, plan, organize, and implement assigned tasks as well as meet deadlines.

ESSENTIAL JOB FUNCTION: Develops, coordinates, schedules and evaluates programs, activities, tours and outreach programs for the Oxbow Eco-Center. Works with the School Board and classroom teachers in development and implementation of curriculum-based student programs. Develops and monitors long-range plan for educational programs and interpretation. Assists in planning and implementing special events. Assists in exhibit enhancement and maintenance. Recruits, trains and directs docent and staff educators. Assists Center staff in daily operations and maintenance. Assists in grant writing. Performs related work as requested or assigned. Must be willing to work weekends and some evenings.

ESSENTIAL PHYSICAL SKILLS: Use of both hands and fingers with dexterity. Very frequent use of good near vision, good hearing. Frequent walking and standing. Frequent outdoor programming. Ability to lift 50 lbs. Ability to drive a passenger motor vehicle.

ENVIRONMENTAL CONDITION REQUIREMENTS: Frequent work outside performing programs. Frequent work inside office in a sedentary posture. Frequent public contact outside the office, in schools, offices, public and private meeting facilities.

WORK HAZARDS: Possible contraction of communicable diseases (cold, flu, etc.) due to heavy public contact. Possible injury due to auto travel.

SAFETY EQUIPMENT USE OR NEEDED: Automobile safety belt.

EDUCATION: Graduation from an accredited four-year college or university with a degree in natural resource management, biology, education or closely related field. A comparable amount of training or experience may be substituted for the minimum qualifications.

LICENSE CERTIFICATION OR REGISTRATION: Valid Florida driver's license and a good driving record.

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| Union | Non-Union ✓ | Exempt ✓ | Non-Exempt |
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